

**~ Minutes ~**  
**PREVENTION VISION COMMITTEE**  
**November 15, 1999**  
**DoubleTree Hotel**  
**Burlingame, CA**

Meeting convened at 4:15 p.m.

Members and alternates present:

John Brown	Rachael Hanks	Paul Maxwell	Michael Osur
Colleen Campbell	Cindy Hearrell	Ray Mosack	Beth Sise
Fred Claridge	Nancy Lapolla	Jan Ogar	Kevin White
			Lois Williams

Introductions

Jan asked each member to introduce themselves and describe their current and past activities in injury and illness prevention.

Modifications to agenda

None.

Review of previous action items

Additional membership:

Staff assigned action items at the last meeting discussed their findings. Jan explained that Todd had provided the name of an EMD (emergency medical dispatcher) for membership on the committee. Her name is Janice Snowball. The role of the dispatcher representative was discussed, and it was decided that we would wait to add any focused representatives until we developed work plans and could determine how best to utilize their expertise.

Lois contacted Barb Alberson at the State Department of Health Services (EPIC--Emergency Preparedness and Injury Control), and Victoria Behbahani at the State Office of Traffic Safety about potential membership. Both have agreed to be members. Nancy Lapolla can serve as the SOPHE (Society of Public Health Educators) representative, because Diane Winn can no longer serve.

List serve:

Members were reminded to please subscribe to the Vision Prevention list serve, at [visprvnt@emsa.ca.gov](mailto:visprvnt@emsa.ca.gov) As stated in the previous minutes, it is not necessary to send a message, just type in "subscribe" in the subject line. Members should receive a return message informing them that

they are part of the list serve (let Lois know if you do not receive the return message!). Future meeting notices, minutes, and other related information will be sent out exclusively via the list serve, except for members who do not have Internet access.

**Action item # 1:** All members to subscribe to committee list serve.

The group also discussed the need for following standard rules of “list serve etiquette”; that is, don’t use the service to send personal messages, etc.

**Action item # 2:** Cindy to provide a copy of an “etiquette list” from another source.

#### Report from group leaders meeting

Jan reported on the following items discussed at a recent conference call for Vision leads.

- Funding issues/reimbursement procedures:

As was stated at the previous meeting, the Vision grant funding to EMSA from OTS limits the numbers of allowable reimbursements; however, there is some flexibility in the number of face-to-face and conference call meetings allowed. Also, we will attempt to schedule meetings around other events such as Commission and EMSAAC/EMDAC meetings so that some members’ expenses will be covered that way. Also, that will ensure alternating North/South meeting sites. Lois distributed the reimbursement procedures developed by Sierra-Sacramento EMS Agency (the grant administrator), which are based on State travel rules, and explained how to complete the travel reimbursement form.

- Legislative issues:

Jan discussed legislation and the process for presenting legislation as a group (not separate constituent groups) to ensure consistency and group consent and to avoid introducing too many separate pieces of legislation. The oversight committee will determine who would sponsor legislation and how it would be grouped to avoid multiple related bills and prevent a piecemeal approach to the revision of the EMS system. The temporary “moratorium” on the introduction of EMS legislation was discussed. Someone asked how long the restrictions on legislation would continue. Jan stated it was her understanding that if consensus was reached on legislative issues through the vision process that some legislation might be able to proceed. Additionally, there were questions as to when the “clock starts” on the grant.

**Action item # 3:** Lois will find out about the grant time line.

**Action item #4:** Lois and Jan will find out more information regarding the process for recommendations involving legislation and the impact of the “legislative moratorium” on the vision process.

#### Review of original Vision project objectives

Members reviewed the Prevention Vision objectives from “Shaping the Future of EMS in California”. Jan described how the objectives of each of the Vision groups interrelate. For example, there are elements of prevention in the Education committee and vice-versa, as is true for Data and Funding. As a result, it is necessary for the committees and focus groups to communicate with each other. The

group also discussed the sample implementation plan developed by Steve Andrese of the Data committee and decided to develop a similar template for our use (more discussion later).

### Review of NHTSA assessment recommendations

Members also compared the Vision objectives with the NHTSA EMS Assessment recommendations for the Public Information, Education and Prevention component. After some discussion, it was decided that it would be helpful for members to see the original objectives, released in the white papers developed for the December 1998 Vision conference. This additional information would provide more details regarding why the final objectives were selected during the first phase.

**Action item # 5:** Lois to distribute copies of the Vision white paper from the 1998 conference.

It was decided at this point to develop a mission statement that is based on the primary goal of the original prevention committee, which was “To reduce injury and illness for the residents of California through the active involvement of the EMS community in prevention activities.” After some discussion, the original goal was expanded into this mission statement:

“To coordinate active involvement of local EMS agencies and system participants to reduce injury and illness for the people of California.”

### Developing a workplan

Jan asked members if the Prevention committee should be divided into focus groups, as some of the other Vision committees have been, for the purpose of more focused discussion. After some debate, members decided that they preferred not to split into focus groups at this time, because the whole group participation is more beneficial.

The group then grouped the recommendations from the vision process and the NHTSA recommendations into subjects or topics, which were:

- Public policy and legislation
- Funding (including program evaluation)
- Data (including data base and statewide linkage)
- Sharing (information registry; injury prevention resources)
- Workplace safety
- Public education

There was some discussion as to whether workplace safety for personnel should be included (or is it an OSHA concern) and whether education and public information belonged under us or Education committee (it had been moved).

The group then prioritized the topics through multi-voting. The voting results were:

Sharing:	eleven votes	Data:	six votes
Public education:	eleven votes	Public policy and legislation:	two votes
Data:	six votes	Workplace:	zero votes

At the next meeting we'll start the process of developing a work plan for the implementation of the recommendations in priority order.

**Action item # 6:** Jan to talk with Education and Funding leads to ensure that there is proper coordination of the recommendations.

Some time was spent discussing the topic of sharing information, including the creation of a registry of prevention activities. Jan commented on the importance of linking the counties that don't have reliable evaluation processes available to them with those that do. Nancy recommended listing all grants (not just those from EMSA) given to all California EMS agencies and organizations (e.g., OTS grants), on the EMSA home page (under injury prevention). This will provide more information on what is occurring statewide, and provide a reference point to others applying for similar grants or implementing similar programs. We decided to spend some focused time on the registry concept next meeting.

#### Timeline

Jan discussed the need to develop timelines for each of the top recommendations. Fred made the point that he hoped that the final product of these meetings would not just be a "plan" that gets turned over to EMSA, with no follow-up for implementation. Discussion by group that timely creation of a registry would be a worthy first product.

#### Final decisions

Don't break into focus groups at this time, and work on timeline and implementation plan template at next meeting.

#### Review of meeting

Members provided their opinion of meeting's effectiveness and productiveness, and offered suggestions for next time.

**Action item # 7:** Create name tags for next meeting.

**Action item # 8:** Lois to arrange for members to receive a copy of the "Strategic Plan for Injury Prevention and Control in California (1993-1997)", developed by the State Injury Control Advisory Task Force (including an EMSA representative).

#### Next meeting

The next meeting will again precede the EMSAAC meeting, and will be held from 3:00 to 7:00 p.m. on Monday, January 24, in San Diego (details to follow).

Meeting adjourned at about 8:00 p.m.